

CITY OF MIDDLETOWN

Parks & Recreation Department

100 Riverview Center

Suite 140

Middletown, Connecticut 06457

Parks & Recreation Commission Minutes of December 6, 2012 **Held at the Recreation Department Office at 100 Riverview Center**

Present: Commissioners Gerry Winzer, Philip Pessina, Todd Berch, Tony Jaskot, and Rick Romano. Director Raymond Santostefano and Superintendent John Milardo, representing the Parks and Recreation Department.

In addition, there were one member of the public, Director of Parking Geen Thazhampallath.

Absent: Commissioner Sheila Jones and Student Representative Dhruvi Patel.

Call: Chairman Winzer called the meeting to order at 7:00 p.m. in the main room of the Recreation office, 100 Riverview Center, Suite 140, Middletown.

Public Hearing: Geen Thazhampallath, Director of the Parking Department for the City of Middletown spoke about the agenda item on Way signs. He said that the City of Middletown, Middlesex County Chamber of Commerce and the Parking Department are working together to put up signs to show key destinations in Middletown. These signs are directing people to businesses and parking in Middletown. They will replace the older signs. The Downtown Business District couldn't get funding to do this so the Parking Department is using their parking revenue of approximately \$250,000 to fund this project. Since April, 2012 they have installed 35 Way Finding signs. He showed the Commission samples of several signs including "Welcome to Middletown" signs and planters which are installed in several locations including City Hall, Route 3, Route 17, and the Portland Bridge area. They are looking to install signs on Country Club Road, Aircraft Road, Industrial Park Road, Route 66 and Randolph Road near Exit 11 and the Veteran's Green, of which he showed the Commission samples. He spoke to the Veteran's who requested the sign indicate that it state Veteran's Memorial Park. There is a Welcome to Middletown wooden sign on Veteran's Memorial Green that has local organizations listed on it. That sign will need to come down for the more uniform and updated sign to be installed. Nobody on the Commission knew who owned the wooden sign but it will be stored at the Parks Department garage if someone comes to claim it. In addition a sign with Parks and Recreation Department rules and regulations on it would stay on the site. There was a discussion about where the new sign would be placed.

Director Santostefano advised Geen Thazhampallath that he also receive the approval of Mayor Drew.

Minutes; Chairman Winzer requested a motion to approve the minutes from November 1, 2012. Commissioner Pessina made the motion, seconded by Commissioner Romano.

Vote; The Parks & Recreation Commission minutes of November 1, 2012 were unanimously approved.

Correspondence: Director Santostefano reported that there were several emails thanking the Parks and Recreation Department and employees for their working including Xavier High School for the football game at Palmer Field against Hand High School where there were 6,000 people in attendance. John Milardo said that they had to open up Vet's Park, clean the bathrooms 3 times that night and there was one staff per 1,000 people at the game. Vinal Technical High School and the adult men's and women's softball programs sent thank you notes as well.

Department Reports: Director Santostefano reports Palmer Field had several big football games and tournament games; Storm Sandy required the crews to bring barrels in and back out for the storm; Vet's Park road was regraded; all buildings were winterized; irrigation systems were winterized; goals were brought in and the parks were closed December 1st through February 28th; soccer fields at Smith Park and flag football at Donovan Park are completed; installed new drinking fountain at McCarthy Park; snow removal and leaf collection was done; mulching is almost done; repaired a cooking grill for NEAT; DEP went to Crystal Lake to check the fish species; we had the Veteran's program at Veteran's Memorial Green on Veteran's Day; fixed the flag pole light; docks are out for the winter and are being repaired; set up Christmas lights at Union Park; Thanksgiving Day football game at Wesleyan we loaded 1,600 lbs of food to Amazing Grace; Santa boxes were delivered; Palmer Field lights, goals, and speakers are down and the scoreboard is covered.

Recreation Division had an Election Day program; Inclusion program had basketball, bowling, baking, movies, family movie night, Unified Theater, a partnership program with MARC, half time show at Wesleyan girl's basketball game. Turkey Hoop Shoot program had 68 kids; participated in the Elks Club Halloween party; Hoops & More program starts on Friday where Director Santostefano asked Police Chief McKenna to provide a police presence to interact with the kids; the Mayor would like to expand the Halloween program next year including utilizing the South Green with many new and revised programs; Christmas toy drive has 244 people signed up and 34 families were adopted, but we are under in donations this year and have fewer children to serve; 79 children enrolled in the K-2 basketball program; and, we are doing monthly flyers going to all K-8 schools.

Old Business: **Renovation of Palmer Field Concession Stand.** Commissioner Berch made a motion to table this as the subcommittee doesn't have a report. Commissioner Pessina seconded the motion. All in favor.

New Business:**Schedule of Meeting Dates for 2013-2014.** Director Santostefano proposed the following dates for the Parks and Recreation Commission meetings for next year: January 3, 2013, February 7, March 7, April 4, May 2, June 6, September 5, October 3, November 7, December 5 and January 2, 2014. In addition he proposed that we not schedule meetings in July and August because it has been the practice of this Commission to cancel those meetings. He suggested that if necessary, a meeting date can be added in the summer. Commissioner Berch agreed with this suggestion.

Motion: To approve the meeting dates as stated above by Commissioner Romano, Second by Commissioner Berch.

Vote; The Motion was voted on with all in favor. The motion passes unanimously.

Election of Parks and Recreation Commission Chairperson

Motion: Commissioner Berch makes a motion to nominate Gerard Winzer as Chairman of the Parks & Recreation Commission, second by Commissioner Pessina.

Vote; The Motion was voted on with all in favor. The motion passes unanimously.

Veteran's Memorial Green – New Welcome Sign

Motion: Commissioner Berch moves that we place the new sign on Veteran's Memorial Green and remove the old sign, second by Commissioner Pessina.

Vote; The Motion was voted on with all in favor. The motion passes unanimously.

Union Park – Three (3) "Way Finding Signs"

Motion: Commissioner Pessina makes a motion to keep the Way signs that were installed by the Parking Authority at Union Park, second by Commissioner Jaskot.

Vote; The Motion was voted on with all in favor. The motion passes unanimously.

LoCIP Money for Veteran's Pool Boiler. A discussion about the four quotes that John Milardo tried to get, the unique and conforming type of boiler that the BOE plumber, Jeff Knakal wanted so that all of the boilers are the same type. Mr. Knakal will be installing it so there won't be a cost for installation. The boiler will be purchased from the Middletown Winnelson Company. There was discussion about possible vendors, who obtains the permit and that the BOE plumber will be doing the work.

Motion: Commissioner Berch made a motion to approve the boiler for Veteran's Pool, second by Commissioner Pessina.

Vote; The Motion was voted on with all in favor. The motion passes unanimously.

Miscellaneous: None.

Motion Motion to Adjourn by Commissioner Berch, seconded by Commissioner Pessina, all in favor, passes unanimously. Meeting adjourned at 7:29 p.m.

Vote; The Motion was voted on with all in favor. The motion passes unanimously.

Respectfully Submitted by Christine Bourne

cc: Mayor Daniel Drew